HUAWEI Ascend G630

User Guide

HUAWEI

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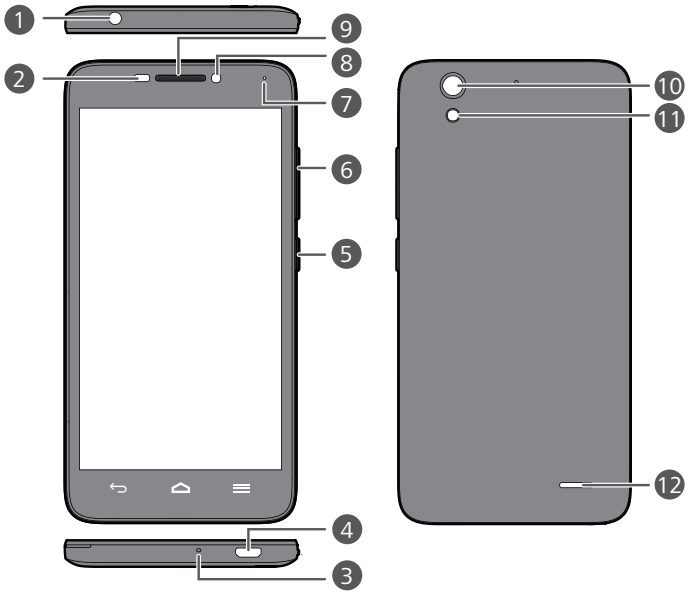
Legal Notice

Getting started

Your phone at a glance



1	Headset socket	2	Proximity sensor
3	Microphone	4	USB port
5	Power	6	Volume
7	Status indicator	8	Front camera
9	Earpiece	10	Camera
11	Flash	12	Speaker

Do not block the area around the ambient light and proximity sensor. If you attach a protective film to the screen, make sure it does not block the sensor.

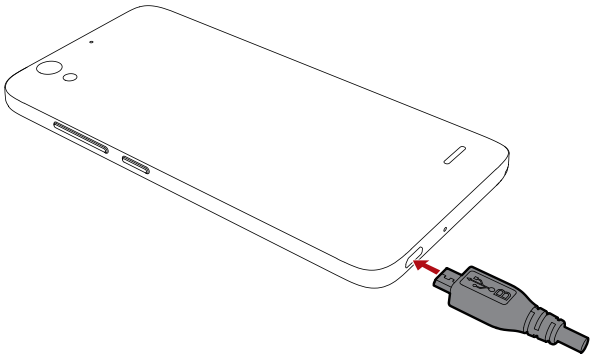
Buttons

⮌	Return	• Touch to return to the previous screen or exit the current application. • When you are entering text, touch to hide the onscreen keyboard.
⌂	Home	Touch to return to the home screen.
☰	Menu	• Touch to display an option menu. • Touch and hold to display the list of recently used applications.

Charging the battery

⚠ Your phone's built-in battery is not user-removable. To replace the battery, contact an authorised service centre. Do not attempt to remove it yourself.

Use the provided USB cable and power adapter to connect your phone to an electric socket.



Battery indicator

The battery indicator shows your phone's battery level.

- Blinking red: The battery level is lower than 10%.

- Steady red (when charging): The battery level is lower than 10%.
- Steady yellow (when charging): The battery level is higher than 10%.
- Steady green (when charging): The battery is almost or already full.

⚠ If the battery temperature is too high, your device will reduce the charging capacity to protect the battery.

Important information about the battery

- Rechargeable batteries have a limited lifecycle and may eventually need to be replaced. If you notice significantly reduced battery life, replace the battery. Your phone's built-in battery is not user-removable. To replace the battery, contact an authorised service centre. Do not attempt to remove the battery yourself.
- Your phone may get hot if it has been on for a long period of time, especially in hot environments. If your phone is too hot, stop using it and unplug it from any power source to let it cool down. Do not hold the phone for long periods to avoid burn injuries.
- Use the original power adapter and USB cable to charge your phone. Using third-party accessories may reduce your phone performance or be hazardous. Do not operate your phone or cover it or the power adapter while your phone is charging.
- The time required to fully charge the battery depends on the ambient temperature and age of the battery.
- If your phone is very low on power, it plays an alert tone and displays a message. If the battery level is extremely low, your phone automatically turns off.
- If the battery is completely empty, your phone may not turn on immediately when you begin to charge the battery. This is normal. Allow the battery to charge for a few minutes before turning your phone on.

Turning your phone on or off

- To turn on your phone, press and hold the power button.
- To turn off your phone, press and hold the power button to display an option menu. Then touch **Power off** > **OK**.

If your phone is slow to respond or you cannot turn it off, press and hold the power button for 10 seconds or more to restart it.

Locking and unlocking the screen

Locking the screen prevents accidental operation of your phone and protects it from unauthorised use. You can use a number of methods to lock and unlock the screen, and even add lock screen widgets. The pre-installed screen unlock method is used as an example in this section.

Locking the screen

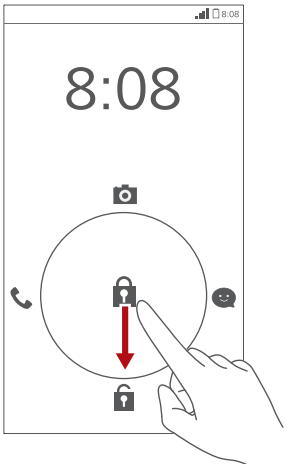
- Method 1: Press the power button to manually lock the screen.
- Method 2: After being idle for a specified period of time, your phone automatically locks its screen.

To set the screen lock method, touch on the home screen. On the displayed **General** tab, touch **Screen lock**.

Unlocking the screen

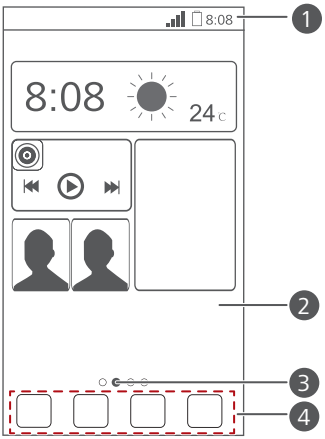
1. If the screen is off, press to turn it on.

2. Drag towards to unlock the screen.



Getting to know your home screen

Your home screens are where you'll find your favourite widgets and all your applications. We removed the application list to give you a more convenient and direct path to your applications. The default home screen is shown below.

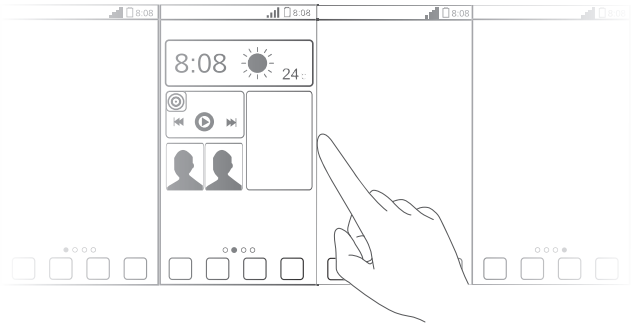


1	Status bar: displays notifications and icons. Flick down from the status bar to open the notification panel.
2	Display area: displays application icons, folders, and widgets.
3	Screen position indicator: shows the current screen's position.
4	Dock: displays your most common applications.

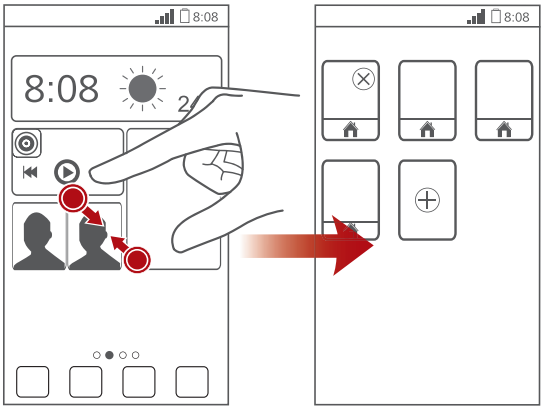
Switching between home screens

Running out of space on the home screen? Not to worry. Your phone lets you create more home screens for various applications and widgets.

- Flick left and right across the screen to switch between the home screens.



- Pinch two fingers together to display the home screen thumbnails. Touch a thumbnail to enter that particular home screen.



Taking a screenshot

Want to show off your new high score in a game or capture something interesting on your phone? Take a screenshot and share away.

Press the power and volume down buttons simultaneously to take a screenshot. Then, open the notification panel and touch to share the screenshot. By default, screenshots are saved to the **Pictures** folder in **File Manager**.

You can also flick down from the status bar to open the notification panel, then touch > to take a screenshot.

Auto-rotate screen

Your phone features a tilt sensor. If you rotate your phone when browsing a web page or viewing a photo, your screen automatically changes between landscape and portrait view. You'll also be able to enjoy tilt sensor-based applications, such as racing games.

To turn the auto-rotate screen function on or off, flick down from the status bar to open the notification panel, then touch .

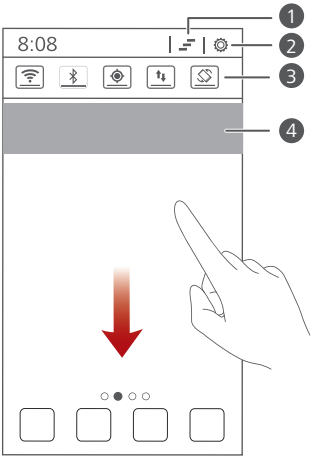
Status icons

	Signal strength		No signal
	No service	G	GPRS network connected
3G	3G network connected	E	Enhanced Data Rates for GSM Evolution (EDGE) network connected
H	High Speed Packet Access (HSPA) network connected	H+	Evolved High-Speed Packet Access (HSPA+) network connected
R	Roaming		Aeroplane mode enabled
	Bluetooth on		Receiving location data from GPS

	Vibration mode enabled		Silence mode enabled
	Alarms enabled		Charging
	Battery full		Battery low
	Call in progress		Missed calls
	New messages		New emails
	New voicemails		Select input method
	Wi-Fi network available		Connected to a Wi-Fi network
	Uploading data		Downloading data
	Phone memory full		Upcoming events
	No SIM card found		Sign-in or synchronisation problem
	Synchronising data		Synchronisation failed
	Portable Wi-Fi hotspot on		More notifications
	Connected to a VPN		Headset plugged in
	USB debugging mode enabled		USB tethering on

Using the notification panel

Flick down from the status bar to open the notification panel.



1	Touch to delete all notifications.
2	Touch to display the settings screen.
3	Touch the switch shortcuts on the notification panel to turn the functions on or off.
4	Touch an application to start it and flick left or right across a notification to dismiss it.

Accessing applications

Starting applications and switching between them

On the home screen, touch an application icon to open it.

To switch to another application, touch to return to the home screen, then touch the icon of the application you want to open.

Viewing recently used applications

Touch and hold ☰ to display the list of recently used applications. You can then:

- Touch an application to start it.
- Flick left or right across an application or touch ✕ on its right upper corner to dismiss it.
- Touch 🧹 to clear the list.

Texting

Your phone comes with multiple text input methods. You can quickly enter text using the onscreen keyboard.

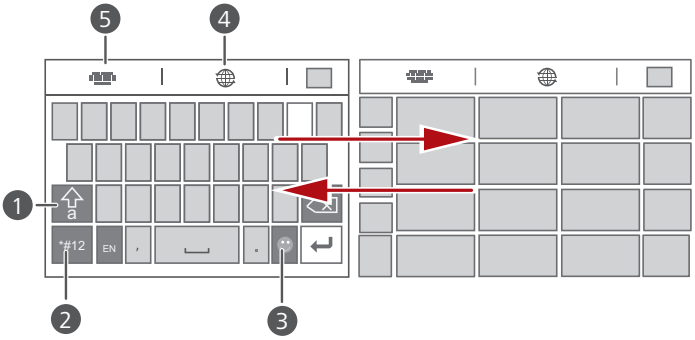
- Touch a text box to bring up the onscreen keyboard.
- To hide the onscreen keyboard, touch ⮌.

Configuring an input method

1. On the home screen, touch .
2. Under **All**, touch **Language & input**.
3. Under **KEYBOARD & INPUT METHODS**, touch an input method to configure it.

Huawei input method

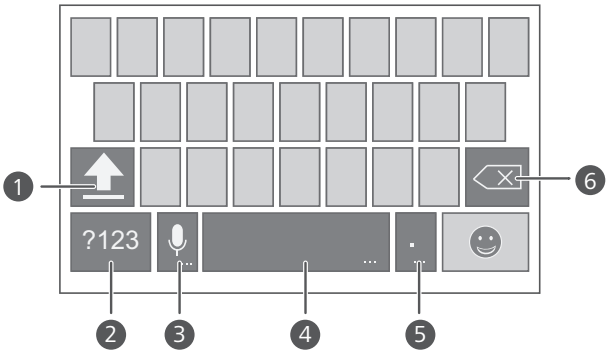
Drag your finger left or right across the onscreen keyboard to switch between the QWERTY and 9-key keyboards.



1	Touch to switch between lowercase letters, uppercase letters, and caps lock.
2	Touch *#12 to enter numbers and symbols.

3	Touch to enter emoticons.
4	Touch to switch the input language.
5	Touch to switch between the QWERTY and 9-key keyboards.

Android input method



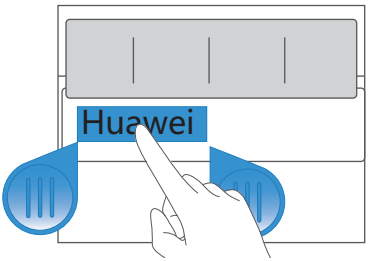
1	• Touch to switch between lowercase and uppercase letters. • Touch and hold or quickly touch twice to turn on caps lock.
2	Touch ?123 to enter numbers and symbols.
3	• Touch to use voice input. • Touch and hold to open the **Input options** menu.
4	• Touch to enter a space. • Touch and hold to choose another input method.
5	• Touch to enter a full stop. • Touch and hold to enter symbols.

6

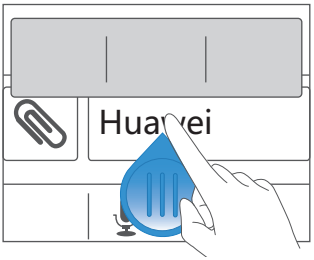
- Touch to delete the character to the left of the cursor.
- Touch and hold to quickly delete multiple characters to the left of the cursor.

Editing text

Discover how to select, cut, copy, and paste text on your phone.



- **Select text**: Touch and hold the text to bring up . Then drag and to select more or less text, or touch **Select all** to select all text in a text box.
- **Cut text**: Select text and touch **Cut**.
- **Copy text**: Select text and touch **Copy**.
- **Paste text**: Touch where you want to insert the text, drag to move the insertion point, then touch **Paste** to paste the text you copied or cut.



Personalising your phone

Changing the home screen style

Your phone supports the standard and simple home screen styles.

1. On the home screen, touch .
2. Under **All**, touch **Home screen style**.
3. Choose **Simple** or **Standard**, then touch **APPLY**.

Setting the theme

Your phone comes with a variety of themes.

Changing the theme

1. On the home screen, touch .
2. Select a theme, then touch **APPLY**.

Customising a theme

1. From the theme grid, touch **CUSTOMIZE CURRENT THEME**.
2. From the element list, choose the element you want to modify.

Change the wallpaper

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialogue box.
2. Touch **Wallpapers**.
3. From the **Wallpaper** screen, you can set the following items:
   - **Lock screen wallpaper**: Set the wallpaper displayed on the phone lock screen.
   - **Home screen wallpaper**: Set the home screen wallpaper.

- **Shake to change**: Change the home screen wallpaper by shaking your phone.
- **Random change**: The home screen wallpaper changes randomly.

Setting notification tones

1. On the home screen, touch then the **All** tab.
2. Under **DEVICE**, touch **Sound**.
3. Touch **Notification tone**.
4. Select a tone type.

You can configure the email notification tone only after you have set up an email account.

5. Select a tone.
6. Touch **Apply**.

Setting the screen unlock method

Face unlock

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock** > **Face Unlock**.
4. Follow the onscreen instructions to take a photo of your face.
   Your phone will use face unlock as the primary unlock method.
5. Set a secondary unlock method.

If conditions prevent face unlock from recognising you (such as dim lighting), follow the onscreen instructions to unlock your phone using the secondary unlock method.

To turn face unlock off, use the secondary unlock method to enter the **Select screen lock** screen, then select another unlock method.

Pattern unlock

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock** > **Pattern**.
4. Follow the onscreen instructions to set a screen unlock pattern.

If you draw incorrect patterns five consecutive times, the screen stops responding to further unlock attempts for 30 seconds. You will still be able to make emergency calls during this time.

PIN unlock

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock** > **PIN**.
4. Follow the onscreen instructions to set a screen unlock PIN.

After you set the PIN, you must enter it every time you want to unlock the phone screen.

If you enter incorrect PINs five consecutive times, the screen stops responding to further unlock attempts for 30 seconds. You will still be able to make emergency calls during this time.

Password unlock

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock** > **Password**.
4. Follow the onscreen instructions to set a screen unlock password.
5. Repeat the password, then touch **OK**.

After you set the password, you must enter it every time you want to unlock the phone screen.

If you enter incorrect passwords five consecutive times, the screen stops responding to further unlock attempts for 30 seconds. You will still be able to make emergency calls during this time.

Calls

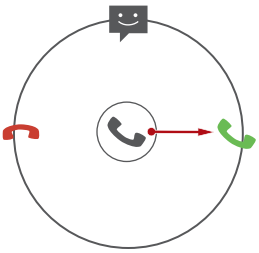
Smart dialling

Smart dialling lets you find your contacts quickly and easily, just enter part of their name or number to find them.

1. On the home screen, touch .
2. Enter the initials or first few letters of a contact's name, or part of the contact's phone number.
   Matching contacts in your phone and phone numbers in your call log are then displayed in a list.
3. From the list, select the contact you want to call.
4. To end the call, touch .

Answering or rejecting a call

When a call comes in, you can press the volume button to mute the ringtone.



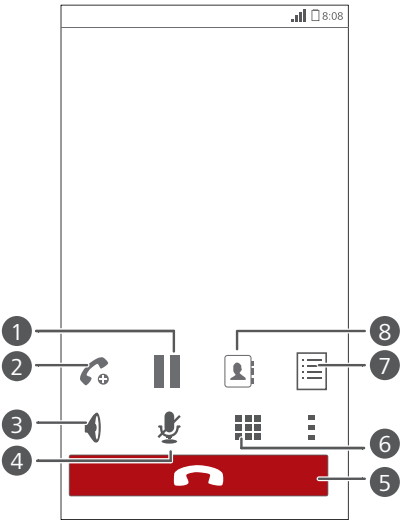
- Drag right to answer the call.
- Drag left to reject the call.
- Drag up to reject the call and send the caller a message.

On the dialler screen, touch > **Call settings** > **Quick responses** to edit the message that will be sent.

Viewing the call log

1. On the home screen, touch to display your recent calls above the dialler.
2. Touch > **Missed calls** to view your missed calls.

What you can do during a call



1	Touch > to place the current call on hold, and touch again to resume the call.
2	Touch > to start a three-way call. Before you use three-way calling, make sure you have subscribed to this service. For details, contact your service provider.
3	Touch to use the speakerphone.
4	Touch to mute or unmute the microphone.
5	Touch to end the call.

6	Touch to display the dialler.
7	Touch > to write a note.
8	Touch > to display the contact list.

To return to the call screen, flick down from the status bar to open the notification panel, then touch **Current call**.

Making a conference call

Having a conference call with your friends, family, and colleagues is easy. Make or answer a call, then dial another number to add the second participant to your conference call.

Before you make a conference call, make sure you have subscribed to this service. For details, contact your service provider.

1. Call the first participant.
2. When the call is connected, touch > to call the second participant. The first participant will be placed on hold.
3. When the second call is connected, touch to start a conference call.
4. To add more people to the call, repeat steps 2 and 3.
5. Touch to end the call.

Answering a third-party call

Before you can answer a third-party call, you must turn call waiting on.

1. If a call comes in when you are already in another call, drag right to answer the new call and place the first call on hold.
2. To switch between the two calls, touch > .

Making emergency calls

You can make calls to emergency services without needing a SIM card, but your phone must have network reception.

1. On the home screen, touch .
2. Enter the emergency number, then touch .

Emergency calls are subject to mobile network quality, use environment, service provider policies, and local laws and regulations. Never rely solely on your phone for critical communications in an emergency.

People

Forget about lugging around business card holders. You can now easily store and manage your contacts.

Creating a contact

1. On the home screen, touch then the **Contacts** tab.
2. Touch .
3. Select an account.
4. Enter the contact name, phone number, and other details. Touch **Add another field** to enter more information.
5. Touch **DONE** to save the contact.

Importing or exporting contacts

Your phone supports vCards. A vCard can contain the name, address, phone number and much more, and is saved as a .vcf file.

Importing contacts from a storage device

You can import vCards from a storage device to your phone.

1. On the home screen, touch then the **Contacts** tab.
2. Touch > **Manage contacts** > **Import from storage**.
3. Select one or more vCards.
4. Touch **OK**.

Importing contacts from a Bluetooth device

You can import vCards from a Bluetooth device to your phone.

1. On the home screen, touch then the **Contacts** tab.
2. Touch > **Manage contacts** > **Import via Bluetooth**.
   Your phone then enables Bluetooth and searches for available Bluetooth devices.
3. Touch the Bluetooth device with which you want to pair your phone.
   When the two devices are paired, your phone automatically imports vCards from the other device.

Exporting contacts

Back up your contacts to an external storage device to avoid loosing them if, for example, you loose your phone.

1. On the home screen, touch then the **Contacts** tab.
2. Touch > **Manage contacts** > **Export to storage**.
   A dialogue box is then displayed, showing the exported vCard name and its save location.
3. Touch **OK**.

To view the exported vCard, open **File Manager**. The vCard is stored in the root directory of your phone's internal storage.

Copying contacts

1. On the home screen, touch then the **Contacts** tab.
2. Touch > **Manage contacts** > **Copy contacts**.
3. From the displayed options menu, select the location where the contacts you want to copy are saved.
4. Touch the contacts you want to copy, or touch **All** to select all contacts.
5. Touch **COPY** and select the account to which you want to paste the contacts.

Searching for a contact

1. On the home screen, touch then the **Contacts** tab.
2. Touch the search box.
3. Enter the contact name or initials.
   Matching results are displayed as you type.

For example, to search for John Doe, enter **John Doe** or **J D**.

Adding a contact to your favourites

1. On the home screen, touch then the **Favorites** tab.
2. Touch .
3. Touch the contact you want to add to favourites or touch **All** to select all contacts.
4. Touch **ADD**.

Deleting contacts

1. On the home screen, touch then the **Contacts** tab.
2. Touch > **Delete contacts**.
3. Touch the contacts you want to delete, or touch **All** to select all contacts.
4. Touch **DELETE**.
5. Touch **OK**.

Deleting duplicate contacts

1. On the home screen, touch then the **Contacts** tab.
2. Touch > **Manage contacts** > **Delete duplicate contacts**

Sharing contacts

You can share contacts in .vcf format in many ways.

1. On the home screen, touch then the **Contacts** tab.
2. Touch > **Share contacts**.
3. Touch the contacts you want to share, or touch **All** to select all contacts.
4. Touch **SHARE**, then choose a sharing method from the displayed options menu.

Creating a contact group

1. On the home screen, touch then the **Groups** tab.
2. Touch .
3. Name the contact group.
4. Touch **Add members**.
5. Select one or more contacts.
6. Touch **ADD MEMBERS**.
7. Touch **DONE**.

Sending messages or emails to a contact group

1. On the home screen, touch then the **Groups** tab.
2. Touch and hold the contact group you want to send a message or email to.
3. From the displayed options menu, choose **Send message** or **Send email**.

You can also open the contact group and touch to send a message or to send an email.

Messaging

Sending a text message

1. On the home screen, touch .
2. In the list of message threads, touch .
3. Touch the recipient text box, then enter the contact name or phone number.

Touch to select more contacts.

4. Write your message.
5. Touch **Send**.

Sending a multimedia message

Make sure your data service is on before sending multimedia messages.

1. On the home screen, touch .
2. In the list of message threads, touch .
3. Touch the recipient text box, then enter the contact name or phone number.

Touch to select more contacts.

4. Touch > **Add subject**, then enter the message subject.
5. Write your message.
6. Touch , select the attachment type, then attach a file.

To attach more than one file to the message, touch **Slide show**.

7. Touch **Send**.

Replying to a message

1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch the text field to write your reply.
4. Touch **Send**.

Searching for a message

1. On the home screen, touch .
2. In the list of message threads, touch > **Search**.
3. Enter the message or contact, or parts of them.
   Your phone then displays matching results.

Managing messages

Copying a message

1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch and hold the message you want to copy.
4. From the displayed options menu, choose **Copy text**.
5. Touch and hold the area where you want to paste the message, then choose **Paste** from the displayed options menu.

Forwarding a message

1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch and hold the message you want to forward.
4. From the displayed options menu, choose **Forward**.
5. Touch the recipient text box, then enter the contact name or phone number.

Touch to select more contacts.

6. Touch **Send**.

Deleting a message

1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch and hold the message you want to delete, then touch **Delete**.

Deleting a thread

1. On the home screen, touch .
2. In the list of message threads, touch and hold the thread you want to delete.
3. From the displayed options menu, choose **Delete messages**.

Email

Out and about but expecting an important email? No need to rush home, you can send and receive emails on your phone.

Adding a POP3 or IMAP email account

Certain parameters must be set when you add a POP3 or IMAP email account. For details, contact your email service provider.

1. On the home screen, touch .
2. Select an email account type.
3. Enter your **Email address** and **Password**, then touch **Next**.
4. Follow the onscreen instructions to configure the email settings.

After the email account is set up, the **Inbox** screen is displayed.

To add more email accounts, touch > **Settings** > **Add account**.

Adding an Exchange account

Exchange is an email system developed by Microsoft to implement communication inside an enterprise. Some email service providers also provide Exchange accounts for individuals and families.
Certain parameters must be set when you add an Exchange account. For details, contact your email service provider.

1. On the home screen, touch .
2. Touch **Exchange**.
3. Enter your **Email address**, **Domain**, **Username**, and **Password**. Then, touch **Next**.
4. Follow the onscreen instructions to configure the email settings.

After the email account is set up, the **Inbox** screen is displayed.

Sending emails

1. On the home screen, touch .
2. Open an email account.
3. On the **Inbox** screen, touch .
4. Enter the recipient and subject, then write your message and attach any files you want to send.
5. When you are done, touch to send the email.

Checking your emails

1. On the home screen, touch .
2. Open an email account.
3. On the **Inbox** screen, touch the email you want to read.
4. When reading an email, you can:
   - Touch to reply to it.
   - Touch to forward it.
   - Touch to delete it.
   - Touch to go back to the previous email.
   - Touch to skip to the next email.

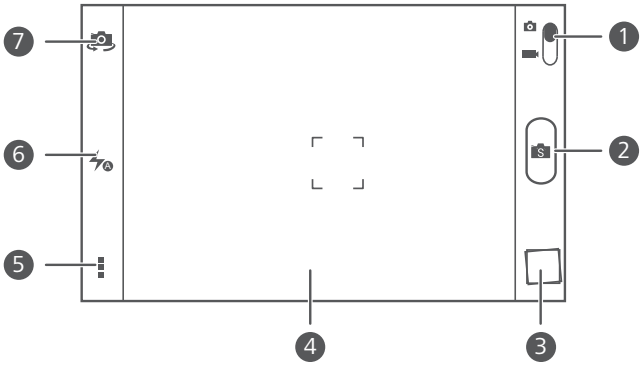
Mail retrieval may be slow if network conditions or reception are poor. Touch in the lower right corner to refresh the inbox.

Multimedia

Camera

Capture memories you will treasure forever. Camera takes pictures or records videos of those special moments, letting you experience them over and over again - in vivid colour and crisp quality.

Viewfinder



1	• Drag the slider to to switch to photo mode. • Drag the slider to to switch to video mode.
2	• Touch to take a photo. • Touch and hold to take burst shots.
3	Touch the thumbnail to view your photos.
4	• Touch an object on the viewfinder to focus the camera on it. • Spread two fingers to zoom in or pinch to zoom out.
5	Touch for more options.
6	Touch to set the flash mode.

7 Touch to switch between the rear and front cameras.

Taking a photo

1. On the home screen, touch .
2. Frame the scene you want to capture. The camera automatically focuses itself.
   When the viewfinder frame turns green, the camera is focused.
3. Touch .

Shooting a video

1. On the home screen, touch .
2. Frame the scene you want to record.
3. Touch to start recording.
4. Touch to stop recording.

Using HDR

High dynamic range (HDR) imaging technology improves the details in the lightest and darkest areas of photos for true-to-life quality.

1. On the home screen, touch .
2. In photo mode, touch > to switch to HDR mode.
3. Frame the scene you want to capture. The camera automatically focuses itself.
   When the viewfinder frame turns green, the camera is focused.
4. Touch .

Taking a panoramic photo

Upset that your old camera couldn't capture wide scenes? Panorama mode can. With panorama mode, you can take several photos and stitch them together into one seamless shot.

1. On the home screen, touch .
2. In photo mode, touch > to switch to panoramic mode.
3. Frame the scene you want to capture.
4. Touch .
5. Move your phone slowly in the direction indicated by the arrow to capture multiple photos.

   Don't move your phone too fast. If you do, or you move it beyond the limits of the panoramic view, the viewfinder will turn red to notify you that the scene wasn't captured.

6. Your phone stops shooting when it has taken enough photos for a panoramic photo. You can also touch to stop shooting.
   The camera automatically stitches the photos together to create one panoramic photograph.

Taking a photo using audio control

1. On the home screen, touch .
2. Touch > > to switch to audio control mode.
3. Frame the scene you want to capture. Your phone will take a photo when the surrounding noise is loud enough.

Setting the save location for photos

1. On the home screen, touch .
2. On the viewfinder, touch > > **Preferred save location**.
3. You can then:
   - Touch **SD card** to save the photos or videos to a microSD card by default.

- Touch **Internal storage** to save the photos or videos to the internal storage by default.

Gallery

Gallery is your personal treasure box of sweet memories.

Viewing photos or videos

In your **Gallery**, photos and videos are stored in separate albums.

1. On the home screen, touch .
2. Touch the album you want to view.
3. Touch the photo or video to view it in full screen mode.

When viewing a photo, pinch two fingers together to zoom out or spread them apart to zoom in.

Playing a slideshow

1. On the home screen, touch .
2. Touch an album.
3. Touch > **Slideshow** to play a slideshow of the photos in the album.
4. Touch the screen to stop the slideshow.

Editing a photo

You can remove red eye, crop a photo, or apply a number of effects to make your photos even more stunning.

1. On the home screen, touch .
2. Touch the photo you want to edit.
3. Touch > **Edit**, then you can:
   - Touch to select a filter.
   - Touch to rotate or crop the photo.

- Touch to lighten or shadow the photo.
- Touch to add a frame to the photo.

4. Touch .

Rotating a photo

1. On the home screen, touch .
2. Touch the photo you want to rotate.
3. Touch > **Rotate Left** or **Rotate Right**.

You can also enable the auto-rotate screen function to have your phone automatically switch between landscape and portrait view when you rotate your phone.

Cropping a photo

1. On the home screen, touch .
2. Touch the photo you want to crop.
3. Touch > **Edit**.
4. Touch > **Crop**, then you can:
   - Drag the grid to reposition it.
   - Drag the frames of the grid to resize it.
5. Touch .

Deleting a photo

1. On the home screen, touch .
2. Touch the photo you want to delete.
3. Touch .
4. Touch **Delete**.

Sharing a photo or video

Want to share your best shots or an amusing trick your dog just did? Simply share the photos and videos using email, Bluetooth, and more.

1. On the home screen, touch .
2. Touch the photo or video you want to share.
3. Touch .
4. Choose a sharing method and follow the onscreen instructions.

Setting a photo as the wallpaper

1. On the home screen, touch .
2. Choose the photo you want to set as the wallpaper.
3. Touch > **Set as** > **Wallpaper**.
4. Drag the frames of the grid to resize it.
5. Touch .

Music

Adding songs

You can copy songs to your phone and immerse yourself in a world of extraordinary sound. To add songs to your phone:

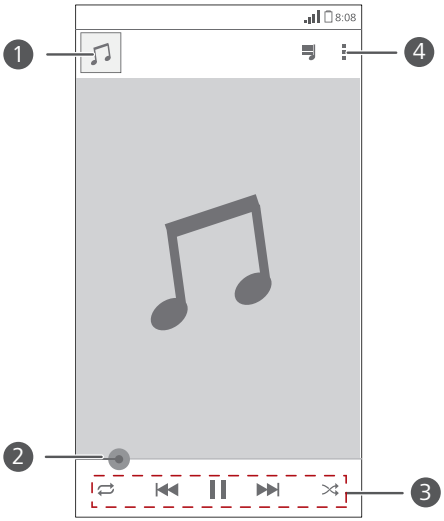
- Copy them from your computer using a USB cable.
- Download them from the web.
- Copy them from Bluetooth devices.
- Copy them from other devices using Wi-Fi.

Listening to music

1. On the home screen, touch **Google apps** > .
2. Touch the category of songs you want to play.

3. Touch an album cover to play the songs in the album.

4. Flick up from the bottom of the screen to display the playback screen.



1	Touch the thumbnail to return to the song list.
2	Drag the slider to control the playback.
3	• Touch to switch between different playing modes (repeat the playlist, repeat the current song and play in sequence). • Touch to pause and touch to play. • Touch to go back to the previous song. • Touch to skip to the next song. • Touch to enable or disable shuffle mode.
4	Touch to display an option menu from which you can access information about the album or song.

When a song is playing, touch to exit the playback screen without stopping the song. To return to the music playback screen, open the notification panel and touch the song that is playing.

Adding songs to a playlist

1. On the home screen, touch **Google apps** > .
2. Select the songs you want to add to a playlist.
3. Touch > **Add to playlist**.
4. Touch **New playlist** or an existing playlist, and follow the onscreen instructions to add the songs to the playlist.

Playing a playlist

1. On the home screen, touch **Google apps** > .
2. Touch to open the main menu.
3. Touch **Playlists**.
4. Select the playlist you want to play.
5. Touch > **Shuffle**.

Deleting a playlist

1. On the home screen, touch **Google apps** > .
2. Touch to open the main menu.
3. Touch **Playlists**.
4. Select the playlist you want to delete.
5. Touch > **Delete**.
6. Touch **OK**.

Internet connection

Mobile data connection

After you insert a SIM card into your phone and switch it on for the first time, your phone automatically registers with your service provider's data service.

Enabling the data service

1. On the home screen, flick down from the status bar to open the notification panel.
2. Touch to enable your phone's data service.

When you don't need to access the Internet, disable the data service to save battery power and reduce data usage.

Creating an APN

The Access Point Name (APN) is used when your phone connects to a mobile network or sends multimedia messages. It's usually set automatically after you insert a SIM card into your phone. If your phone can't connect or send multimedia messages, contact your service provider to obtain the APN and other settings.

1. On the home screen, touch .
2. Under **All**, touch **Mobile networks**.
3. Touch **Access Point Names**.
4. Touch > **New APN**.
5. Enter the APN and other settings.
6. Touch .

In the APN list, touch > **Reset to default** to reset the APN settings.

Setting up a Wi-Fi connection

When using your phone at home, you can connect to your Wi-Fi network. Many public locations now provide Wi-Fi hotspots, so if you're not at home, check if a hotspot is available.

Connecting to a Wi-Fi network

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. Under **WIRELESS & NETWORKS**, touch **Wi-Fi**.
   You phone then scans for available Wi-Fi networks and displays them.
4. Choose the Wi-Fi network you want to connect to, then touch **Connect**.
   Enter the Wi-Fi network's password if prompted.

If Wi-Fi and mobile data are both enabled, your phone connects to the Wi-Fi network preferentially. When Wi-Fi is unavailable, your phone automatically switches to the mobile data connection.

Using the WPS PIN

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. On the Wi-Fi network list, touch .
4. Touch **WPS Pin Entry**.
   Your phone generates a PIN.
5. On the Wi-Fi hotspot device, enter the PIN.

Wi-Fi hotspot

Your phone can also function as a Wi-Fi hotspot for other devices, sharing its mobile data connection.

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch **More...**.
3. Touch **Tethering & portable hotspot** > **Configure Wi-Fi hotspot**.
4. Name the Wi-Fi hotspot.
5. Select an encryption mode.

   It is recommended that you set the encryption mode to WPA2PSK to better secure the Wi-Fi network.

6. Set the key to the Wi-Fi hotspot.
   If another device wants to access your phone's network, the device must know this key.
7. Select the **Portable Wi-Fi hotspot** check box.
8. On the device you want to use, search for and connect to your phone's Wi-Fi network.

Sharing data

Bluetooth

Your phone is Bluetooth-capable, allowing you to connect to other Bluetooth-enabled devices for wireless data transmission. When using Bluetooth, stay within 10 meters (33 feet) of other Bluetooth devices.

Turning on Bluetooth

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch **Bluetooth**.

When Bluetooth is turned on, your phone's name is displayed at the top of the **Bluetooth** screen. Touch the name to set your phone's visibility.

To rename your phone, touch > **Rename phone**. When you are done, touch **Rename** to save the changes.

Pairing with other Bluetooth devices

To exchange data with another Bluetooth device, enable Bluetooth on both devices and pair them with each other.

1. On the home screen, touch then the **ALL** tab.
2. Under **WIRELESS & NETWORKS**, touch **Bluetooth**.
3. From the list of detected Bluetooth devices, touch a device and follow the onscreen instructions to pair with it.

To disconnect from a paired Bluetooth device, under **PAIRED DEVICES**, touch > **Unpair**.

If you cannot set up a Bluetooth connection to another device, the device may not be compatible with your phone.

Sharing files using Bluetooth

Bluetooth enables you to conveniently send photos, videos, and other files to your family and friends. You can share files with Bluetooth-enabled devices without an Internet connection.

1. On the home screen, touch .
2. Touch and hold the file you want to send.
3. From the displayed options menu, choose **Share** > **Bluetooth**.
4. From the detected Bluetooth device list, select a device.

Receiving files using Bluetooth

1. When your phone receives a file transfer request, open the notification panel.
2. Touch **Bluetooth share: Incoming file** to display a file reception dialogue box.
3. Touch **Accept** to start receiving the file.

When the file is received, your phone will notify you of the successful transfer. Open the notification panel to read the notification. By default, received files are saved to the **bluetooth** folder in **File Manager**.

Wi-Fi Direct

Wi-Fi Direct lets you easily connect two devices and transmit or share data between them.

Connecting two devices using Wi-Fi Direct

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. On the Wi-Fi network list, touch .
   You phone then scans for available devices and displays them.
4. Select a device.

Sending a file using a Wi-Fi network

1. Touch and hold the file you want to send.
2. From the displayed options menu, choose **Share**.
3. Touch **Wi-Fi direct**.
   You phone then scans for available devices and displays them.
4. Touch the device you want to send the file to.

The steps may differ slightly depending on the file type.

Connecting your phone to a computer

When you connect your phone to a computer using a USB cable, your phone will display a notification prompting you to select a connection type.

MTP mode

The Media Transfer Protocol (MTP) is used to transfer media files, such as pictures, songs, and videos, between your phone and a computer. The MTP mode is only compatible with Windows Media Player 10 or later.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB computer connection** screen, choose **Media device (MTP)**.
   The phone driver is then automatically installed on the computer.
3. After the driver is installed, follow the onscreen instructions on the computer to view or transfer files.

PTP mode

The Picture Transfer Protocol (PTP) is another method to transfer pictures and videos to your computer.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB computer connection** screen, choose **Camera (PTP)**.
   The phone driver is then automatically installed on the computer.
3. After the driver is installed, follow the onscreen instructions on the computer to view or transfer files.

Mass storage mode

In mass storage mode, you can use your phone as a USB mass storage device and transfer files between your phone and a computer.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB computer connection** screen, choose **USB storage device**.
   The phone driver is then automatically installed on the computer.
3. The computer will identify your phone as a USB mass storage device. You can then transfer files between your phone and the computer.

⚠ If you unplug your phone from your computer while it's transferring or saving data, you might risk losing some data.

File Manager

File Manager helps you manage files and applications in your phone's internal storage and microSD card. You can view, create, edit, delete, move, archive, compress, and decompress files.

Creating a folder

You can create folders to better manage the files and applications stored in your phone's internal storage or microSD card.

1. On the home screen, touch .
2. Touch **Internal** or **SD card**.
3. Touch ☰ > **New folder**.
4. In the displayed dialogue box, name the new folder.
5. Touch **Save**.

Searching for a file

Can't remember where you saved all your files? The search function helps you quickly find what you're looking for.

1. On the home screen, touch .
2. Touch **Internal** or **SD card**.
3. Touch ☰ > **Search**.
4. Enter part or all of the file name.
   Matching results will be displayed.

Copying, cutting, and pasting a file

1. On the home screen, touch .
2. Touch and hold the file you want to copy or cut.
3. From the displayed options menu, choose **Copy** or **Cut**.
4. Select where you want to paste the file.
5. Touch **PASTE**.

Compressing or decompressing files

You can compress files into .zip files to save space or decompress .zip and .rar files.

1. On the home screen, touch .
2. Touch and hold the file or folder you want to compress.
3. From the displayed options menu, choose **Compress**.
4. Choose the save path of the compressed file and name it.
5. Touch **OK**.

To decompress a file, touch and hold it, then choose **Extract** from the displayed options menu.

Renaming a file

1. On the home screen, touch .
2. Touch and hold the file you want to rename.
3. From the displayed options menu, choose **Rename**.
4. In the displayed dialogue box, enter a new name for the file.
5. Touch **OK**.

Deleting a file

1. On the home screen, touch .
2. Touch and hold the file you want to delete.
3. From the displayed options menu, choose **Delete**.
4. Touch **OK**.

Creating a shortcut for a file or folder

1. On the home screen, touch .
2. Touch and hold the file or folder you want to create a shortcut for.
3. From the displayed options menu, choose **Desktop shortcuts**.

Checking the memory status

Before you save large files to your phone's internal storage or microSD card, make sure there is enough space first.

1. On the home screen, touch .
2. Touch > **Storage**.
3. On the **Storage settings** screen, view the total and available space on your phone's internal storage or microSD card.

Managing applications

Downloading applications

A rich selection of applications is available through Google's **Play Store**. You can also connect your phone to a computer to transfer already downloaded applications.

Installing an application

Play Store should be your primary download source. Some applications downloaded from some other sources may be malicious or incompatible with your phone.

1. On the home screen, touch **Tools** > .
2. Select the application you want to install.
3. Touch > **Install**.
4. Touch **Done**.

During the installation, an **Install blocked** message may be displayed. Read the message carefully as it may contain important information or warnings. If you want to continue with the installation, touch **Settings**, then select the **Unknown sources** check box to allow installation of third-party applications. Then touch to proceed.

Viewing applications

You can view detailed information about all applications installed on your phone.

1. On the home screen, touch then the **All** tab.
2. Under **APPS**, touch **Manage apps**.
3. Flick to **All**.

4. Select the application you want to view.

Uninstalling an application

You can remove unwanted applications to increase your phone's available storage.

1. On the home screen, touch then the **All** tab.
2. Under **APPS**, touch **Manage apps**.
3. Flick to **All**.
4. Select the application you want to uninstall.
5. Touch **Uninstall** > **OK**.

Some pre-installed applications cannot be uninstalled.

Clearing the application cache

You can clear the application cache to free up space.

1. On the home screen, touch then the **All** tab.
2. Under **APPS**, touch **Manage apps**.
3. Flick to **All**.
4. Touch **Clear cache**.

Phone Manager

About Phone Manager

Phone Manger is a system application that lets you better protect and manage your phone. With Phone Manger, you can diagnose problems on your phone, clean out old files, and more to optimise the system performance. You can also manage the access permissions of your applications to keep your personal and private data safe.

Phone accelerator

If your phone is slow to respond, there may be too many open applications using too much memory. Use phone accelerator to optimise your system.

1. On the home screen, touch **Mgmt.** > .
2. Touch **Phone accelerator**.
3. Select the unwanted applications, then touch **CLOSE**.

Storage cleaner

1. On the home screen, touch **Mgmt.** > .
2. Touch **Storage cleaner**.
3. Touch **Smart scan**, and clean your phone storage based on the scan results.

On the **Storage cleaner** screen, touch to have your phone periodically (you set the time interval) clean the cache, thumbnails, storage, and more.

Harassment filter

1. On the home screen, touch **Mgmt.** > .
2. Touch **Harassment filter**.
3. On the **Harassment filter** screen, you can:
   - Touch **Calls** or **Messages** to view the blocked calls or messages.
   - Touch **Blacklist** > **ADD CONTACTS** to add a number to the blacklist.

Power saving

1. On the home screen, touch **Mgmt.** > .
2. Touch **Power saving**.
3. On the **Power saving** screen, you can:
   - Turn off the functions not in use to save power.
   - Touch **Power monitoring** and manually optimise the power plan based on the scan results.
   - Touch **Smart** to enable smart mode and have your phone conserve power while still allowing full use of all phone functions.
   - Touch **Endurance** to enable endurance mode and have your phone consume the least amount of power possible.
   - Touch **Normal** to enable normal mode.

Notification manager

Some applications may push many types of notifications to your phone. Notification manager lets you set restriction rules on notifications to avoid receiving unnecessary information.

1. On the home screen, touch **Mgmt.** > .
2. Flick left on the lower part of the screen, then touch **Notification manager**.
3. On the **Notification manager** screen, you can:

- Touch **Rules** to view applications that may send notifications to the notification panel and set push rights for your applications.
- Touch **Log** to view the blocked notifications.

Startup manager

1. On the home screen, touch **Mgmt.** > .
2. Flick left on the lower part of the screen, then touch **Startup manager**.
3. On the **Startup manager** screen, you can:
   - Select an application to have it run automatically at system startup.
   - Deselect an application to prevent it from running at system startup.

Basic utilities

Your phone comes with a variety of useful tools, such as **Calendar**, **Clock**, and **Calculator**, helping you to stay organised.

Backup

Backup lets you back up your important data and restore backed up data after a system upgrade or reset.

Backing up data to local storage

1. On the home screen, touch **Mgmt.** > .
2. Touch **Back up to SD card**.
3. Select the data you want to back up.
4. Touch **BACK UP**.
5. Enter a password when prompted.
6. Select the data you want to back up, then follow the onscreen instructions to back it up.
   By default, backup files are saved to the **HuaweiBackup** folder in **File manager**.

Restoring data from local storage

1. On the home screen, touch **Mgmt.** > .
2. Touch **Restore from SD card**.
3. From the backup file list, choose the files you want to restore.
4. Enter the backup password.
5. Touch **OK**.
6. Touch **RESTORE**.

Calendar

Calendar is your own personal assistant, helping you to manage, arrange, and keep track of all your important events.

Creating an event

1. On the home screen, touch 28.
2. Touch +.
3. Enter event details, such as the event name, time, and location.
4. Touch **DONE**.

Viewing events

1. On the home screen, touch 28.
2. Touch the date in the upper left corner to switch between the year, month, week, day, and agenda views. The agenda view displays all your calendar events.

Sharing an event

You can easily share your events with family and friends using a number of sharing methods, such as Bluetooth or email.

1. On the home screen, touch 28.
2. Open the event you want to share.
3. Touch ☰ > **Send event**.
4. Select a sharing method, then follow the onscreen instructions.

Clock

Clock lets you view the local time from around the world, keep track of time with the stopwatch or timer, and set an alarm for your morning wake-up call.

Adding an alarm

1. On the home screen, touch then the **Alarm** tab.
2. From the alarm list, touch .
3. Set the alarm time, ringtone, how often it repeats, and more.
4. Touch **DONE**.

Alarms will still function even if your phone is switched off.

Deleting an alarm

1. On the home screen, touch then the **Alarm** tab.
2. From the alarm list, touch and hold the alarm you want to delete.
3. From the displayed options menu, choose **Delete alarm**.
4. Touch **OK**.

Configuring alarm settings

1. On the home screen, touch then the **Alarm** tab.
2. From the alarm list, touch > **Settings**.
3. On the alarm settings screen, set the ring mode, snooze duration, and the volume button's function when an alarm sounds.

Weather

Weather provides you with the latest weather information for any city around the world. You can share weather information with your family and friends.

Before you use **Weather**, turn your phone's GPS and data service on.

Adding a city

Add cities to **Weather** to check their real-time weather information.

1. On the home screen, touch **Tools** > .
2. Touch > .

In addition to your current city, you can add up to nine cities.

3. Enter a city name.
   Matching cities are then displayed.
4. Select the city you want to add.

Updating weather

1. On the home screen, touch **Tools** > .
2. Flick left or right to find the city whose weather you want to update.
3. Touch to update the weather.

You can also set **Weather** to update automatically. Touch > , select **Auto update**, and set **Update interval**. Your phone will then update the weather at the interval you set.

Sharing weather information

Your phone lets you send weather information as a text message to remind your family and friends of weather changes.

1. On the home screen, touch **Tools** > .
2. Flick left or right to find the city whose weather you want to share.
3. Touch to display the messaging screen.
4. You can then:
   - Enter a phone number.
   - Touch to select a contact.
5. Touch **Send** to send the weather information.

Settings

Turning flight mode on or off

Always comply with the flight operator's rules and regulations. If the flight operator allows flight mode, turn it on to disable your phone's wireless features.

You can then safely use your phone to listen to music, watch films, and play games.

Use one of the following methods to turn **Aeroplane mode** on or off:

- Press and hold the power button. From the displayed options menu, choose **Aeroplane mode**.
- On the home screen, touch then the **All** tab. Under **WIRELESS & NETWORKS**, touch **Airplane mode**.

When flight mode is on, appears in the status bar.

Tone settings

1. On the home screen, touch then the **All** tab.
2. Under **DEVICE**, touch **Sound**.
3. From the settings screen, you can:
   - Touch **Volumes** and drag the sliders to set the volume of music, ringtones, message tones, and more.
   - Touch **Vibration** to set whether your phone vibrates when you have an incoming call, message, email, event, and more.
   - Touch **Silent mode** to turn silent mode on or off.
   - Touch **Notification tone** to select a tone for messages, emails, events, and more.

- Touch or clear the check box under **SYSTEM** to turn the notification tone or vibration on or off when you touch or lock the screen, take a screenshot, dial a number, and more.

You can adjust the volume from the home screen or most applications, such as call, music, and video.

Display settings

1. On the home screen, touch then the **All** tab.
2. Under **DEVICE**, touch **Display**.
3. On the settings screen, you can:
   - Touch **Brightness** to set the screen brightness. To manually adjust the brightness, clear the **Automatic brightness** check box.
   - Touch **Wallpaper** to set the lock screen and home screen wallpapers.
   - Touch **Auto-rotate screen** to turn the screen auto-rotate function on or off. Turn this function on to let your phone automatically switch between landscape and portrait views depending on your phone's orientation.
   - Touch **Sleep** to set a screen timeout period. If idle for the specified period, your phone automatically locks its screen to save battery power.
   - Touch **Daydream** to turn the screen saver function on or off. Turn this function on to let your phone automatically display the screen saver while it is being charged.
   - Touch **Font size** to change the display font size.

Setting the date and time

Your phone obtains time and date information from the network. You can also set the date and time manually if required.

1. On the home screen, touch then the **All** tab.
2. Under **SYSTEM**, touch **Date & time**.

3. From the settings screen, you can:

- Clear the **Automatic date & time** check box to stop your phone from automatically obtaining the network date and time.
- Clear the **Automatic time zone** check box to stop your phone from automatically obtaining the network time zone.
- Touch **Set date**, then flick up or down to set the date.
- Touch **Set time**, then flick up or down to set the time.
- Touch **Select time zone** to set your time zone. Scroll the list up or down to find your time zone.
- Select or clear the **Use 24-hour format** check box to switch between 24-hour and 12-hour formats.
- Touch **Select date format** to select which date format you prefer.

Changing the system language

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Language & input**.
3. Touch **Language**.
4. From the list, choose a language.

Restoring factory settings

Restoring the factory settings erases all your personal data from your phone, including your email accounts, system and application settings, and installed applications.

Back up important data on your phone before you restore factory settings.

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Backup & reset**.

3. Touch **Factory data reset** > **Reset phone** > **Reset phone**.
   The phone will restore its factory settings and restart.

Online update

Once in a while, new updates for your phone will be available online. You will receive a notification when updates are available. Before updating, make sure your phone has enough storage space for the update package.

System updates generally do not affect your personal data. However, you should back up your data to prevent data loss in cases where the update affects your data.

To update your phone manually, go to the home screen, touch > **About phone** > **System Update** > **Online update** to check for updates, then follow the onscreen instructions.

Accessibility

You can turn installed or preset accessibility features on or off.

1. On the home screen, touch then the **All** tab.
2. Under **SYSTEM**, touch **Accessibility**.
3. Select the features you want to turn on or off.

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